Prepared Dawgs is a quarterly informational newsletter that is distributed by the Office of Emergency Preparedness (OEP) in order to update UGA Students, Faculty, and Staff on Emergency Preparedness along with providing information to Building Safety & Security Representatives (BSSRs) and keeping members of the UGA Community Emergency Response Team (CERT) informed on upcoming events and training.

Preparedness is Everyone’s Responsibility

Most people agree that planning for an emergency is something that should be done. The question is who should do it. At a recent meeting, OEP received some forthright feedback that while emergency preparedness was important, it was not their responsibility – someone should tell people where to shelter in an emergency or how to evacuate a building – but it was someone else who should do that. While OEP personnel appreciates that everyone is busy and we all have a great deal to do, emergency preparedness is everyone’s responsibility.

While OEP does its best to help buildings identify shelter sites, evacuation routes, and other emergency procedures, the appropriate response in an emergency will depend upon many factors including your building and how it is used. The appropriate actions for you may be different than for someone in a different building. Some buildings have great shelter locations with a great deal of space while others may be more limited in their choice of shelter locations. Relying on someone else to tell you where to go or what to do in an emergency slows down the response for everyone. If we all rely on someone else to tell us what to do, everyone will be confused and it will cause more panic than if we were all prepared.

Emergency Preparedness is not difficult. Stay informed of the situation around you and have a means to receive emergency information. When you receive that emergency information, know what to do. Rehearse your emergency plans by discussing them with coworkers in staff meetings and other group meetings. Make it a habit to point out shelter and evacuation procedures at the beginning of meetings. Participate in emergency drills in your building to reinforce a fast, safe response.

Hodgson Oil Building, Suite 200 South
Athens, GA 30602-1977
Phone 706-542-5845 | prepare@uga.edu | www.prepare.uga.edu

Classroom Emergency Posters and Podium Cards

As you travel around campus, have you wondered where the nearest tornado shelter area would be in the building in which you work or visit? How about where to go in case of a fire? Soon, this information will be located in many buildings on campus in the form of an emergency poster or a podium card. These new resources developed by the Office of Emergency Preparedness can provide quick instructions on what to do in a variety of emergencies such as severe weather, fire, a chemical spill, active shooters or medical emergencies. Each poster and podium card have building specific information in the lower right corner which will tell occupants where to shelter in case of severe weather or where the fire evacuation location is for that particular building.

If you would like more information about these resources, or if you would like to have them installed in your building, contact Noelle Broadnax (broadnax@uga.edu or 706-542-1289).
On March 20, 2014, the Office of Emergency Preparedness (OEP) participated in a zombie themed event at the UGA Dining Halls. Food Services promoted a “Dinner in the Safe Zone” with zombie themed food, costumes, face painting, and photographs. OEP gave out zombie survival information including how to create an emergency kit and other real emergency preparedness information. Students in Dr. Lynne Sallot’s Campaigns class as well as the College of Public Health graduate students working with Nina Cleveland assisted in passing out the information and explaining how to prepare for an emergency.

**Summer is the Time to Complete your BCP**

For the most part, summer means sunshine and vacations, but this could also be a good time to re-evaluate how your department handled the unexpected weather events this past winter.

Did your department have a plan in place for the extended days off? Was your department affected by the power outages experienced during March? Did flu or other illnesses keep your staff out of the office longer than expected? Hopefully, summer will be quiet on campus and allow you to reflect on how your department could handle a possible unexpected emergency.

The Office of Emergency Preparedness has a new tool that can help your department plan for these business interruptions. The Business Continuity Plan generator will take your department step-by-step through the planning process. You can request permission to view and/or develop your department’s plan by going to emer.prepare.uga.edu/osepforms/bcp_dept_login.cfm and entering your MyID and password. The next screen allows you to select your department(s). After your request is received by OEP, you will receive additional instructions on how to access your department’s plan.

Do you want to learn more? A new class explaining the importance of Business Continuity will be offered at Training and Development. “Taking Care of Business: How Your Department Can Continue Operations After An Emergency” will be offered on June 10th from 10:00 am-11:00 am and will help you learn how to use this new planning tool from OEP and begin the planning process for your department.

**BSSR Seminar**

Attention Building Safety & Security Representatives - Mark your calendars for Wednesday, June 25, 2014. The Office of Emergency Preparedness will once again be hosting a seminar training session to include lunch for all BSSRs at the Tate Center Reception Hall. Additional details will be sent out closer to June.

**Volunteer in the newly established UGA Medical Reserve Corps!**

The University of Georgia has a brand new Medical Reserve Corps (MRC). The MRC is a national volunteer organization under the Citizen Corps and is a sister organization of Community Emergency Response Team under that umbrella.

Major emergencies can overwhelm the capabilities of first responders and the healthcare community, particularly during the first 12 to 72 hours. Having pre-identified, credentialed medical volunteers can provide a community the vital capacity needed during
this critical period. The Medical Reserve Corps allows for volunteers to pre-register, receive training and activate effectively should a disaster occur.

The UGA MRC is co-directed by the Office of Emergency Preparedness and the College of Public Health. In an emergency, the UGA MRC will provide support to organizations in Clarke County and on the UGA campus that request assistance with mass dispensing of medication, triage, and post-event medical education and follow-up. Additionally, volunteers can participate in campus and community health and preparedness education and outreach opportunities. Both medical and non-medical volunteers are invited to participate in the unit.

If you are interested in signing up as a volunteer, go to www.prepare.uga.edu and look for MRC under the “Training” tab for instructions on how to register. If you have additional questions about the UGA MRC, contact their Co-Directors Nina Cleveland (ninac64@uga.edu; 706-542-3648) or Noelle Broadnax (broadnax@uga.edu; 706-542-1289).

“Spring Cleaning” An Emergency Kit

As you jump into spring cleaning, remember to check your emergency kits. As the seasons change, the items in our emergency kits should change accordingly. Now that we’re heading into warmer weather, switch out that heavy coat for a lighter jacket, sweatshirt and/or a poncho. You probably won’t need those snow boots for a few months, so switch them out for a pair of tennis shoes or hiking boots. Gloves, hats, and scarves may still come in handy; use your discretion to decide what’ll be best for you and your family.

While you’re at it, check the expiration dates on:

- Water
- Food Bars
- Medications
- Other perishable items

Check batteries and electronic items like radios and cell phone chargers. Make sure they still work!

Check to make sure nothing’s cracked and leaking (like that bottle of hand sanitizer).

Add items you may have forgotten like sunblock, a hat, N95 respirator masks, or utensils.

Keep in mind that disasters in our area change with the seasons; update your kit to reflect what you might need during tornado season, or flood season if you live in flood country or if you live in a low lying area near rivers or streams, etc…

If you’d like ideas on what to put into an emergency kit, read over one of our checklists that can be found at www.prepare.uga.edu and start your kit today!

**Upcoming Training**

**Training & Development:** Training for UGA Faculty and Staff. Visit www.hr.uga.edu/training to register and for complete class descriptions.

**Travel Safety:** Tuesday, April 22 from 1:30-3:30 PM. This class offers tips and techniques that may assist the first time traveler or the well-seasoned traveler avoid potential problems at the airport, on mass transit, at their hotel and while touring at their destination.

**Conflict De-escalation:** Wednesday, May 19 from 9-11 AM. This class will focus on techniques to keep a confrontation from becoming violent.

**Plan, Prepare, React: Active Shooter Response Training:** Tuesday, June 3 from from 9-11 AM. The goal of this program is to provide faculty, staff and students with emergency response options should they become involved in an active shooter situation on campus or in the community.

**Taking Care of Business: How Departments Can Continue Operations After An Emergency (New):** Tuesday, June 10 from 10-11 AM. This course will include examples of how business continuity plans can benefit your department and improve your readiness to a variety of possible disasters.

JOIN OEP ON FACEBOOK!
If you have a Facebook account, consider becoming a fan of the “Office of Emergency Preparedness” Facebook page located at https://www.facebook.com/osepuga

FOLLOW OEP ON TWITTER!
If you have a Twitter account, consider following the “Office of Emergency Preparedness” @UGAOEP